

MONTGOMERY COUNTY
FIRE AND RESCUE COMMISSION

MINUTES

MAY 10, 2001

EXECUTIVE OFFICE BUILDING AUDITORIUM
Rockville, Maryland

COMMISSIONERS PRESENT:

Gordon A. Aoyagi, Chairman
Ronald Ogens, Vice-Chairman
Fernando Bren
Thomas Carr
Robert L. Freeman
Len Marco
Anita Powell
Paul Sterling

STAFF PRESENT:

Neil Shorb, Staff Director
George Giebel, Program Manager
Beth Feldman, Administrative Specialist
Colleen Skahill, Office Services Coordinator
Richard Melnick, OCA

OTHERS PRESENT:

Chief Donald Flinn, Silver Spring VFD
Chief John Knott, Silver Spring VFD
Marcine Goodloe, MCFB
Steven Kurtz, Gaithersburg-Washington Grove VFD
President Thomas Rhodes, Sandy Spring VFD
Donald Weinroth, Bethesda FD
Gina Hamilton, Germantown VFD
Chief David S. Dwyer, DVFRS
Chief James Seavey, Sr., Cabin John Park VFD
Darlene Flynn, MCFRS

Cheryl Reed, MCFRS
District Chief Elwood Ey, MCFRS
Rick Burdette, Cabin John Park VFD
Eileen Queenin, DFRS
Amy Davis, IAFF Local 1664
District Chief Charles Patullo, DFRS
Assistant Chief Randy Wheeler, DFRS
Chief Dennis Urban, Bethesda FD
President Eric Bernard, Rockville VFD
Chief Edward Sherburne, Bethesda-Chevy Chase RS

100 - CALL TO ORDER

The meeting of the Fire and Rescue Commission was called to order by Chair Aoyagi at 7:10 p.m. in the Lobby Auditorium of the Executive Office Building in Rockville, Maryland.

101- Comments – the Fire and Rescue Commissioners

Commissioner Sterling reported that at its April meeting, the Fire Board requested that the Commission develop a policy for position description for the Internal Affairs Officer and the Community Relations Officer. Fire Administrator Aoyagi advised the Commission that staff duties and responsibilities fall within administrative duties under the purview of the Fire Administrator. He will be happy to provide copies of that jobs descriptions for information but did not believe that this involved policy matters.

Commissioner Freeman requested that the Commission review a letter from a LFRD member inquiring about FRC policy for promoting members due to a change in the Integrated Emergency Command Structure executive regulation. Staff would respond to the letter.

Commissioner Carr commented that the visibility of the MCFRS has increased since the Community Outreach Officer came on board. He stated that the Internet visibility has increased

significantly, especially on the Firehouse.com website. He expressed appreciation to Pete Piringer for his efforts.

102- Report of the Chairman

- FY02 Operating Budget Update

A copy of the County Council's current status on the budget was distributed at tonight's meeting. The Council had indicated that it will be seeking to reduce every department's operating budget by 2.6%. The Council's highest priorities are education, Montgomery College, general government, housing, and public safety.

Items on the Council reconciliation list included:

Add: Lieutenant position for recruitment

Add: LFRD repairs

Add: First response in Hyattstown

Add: Simulator upgrade

Add: Reallocate third person on medic units and add staff for BLS units at stations 12 and 8

Restore: Fire Code Enforcement.

The County Council will meet on May 14, 2001 to finalize the reconciliation list.

- Decision of the Open Meetings Compliance Board

Fire Administrator Aoyagi provided a copy of the decision to the Commission. There have been no further informal dinner meetings of the full board.

Fire Administrator Aoyagi advised that the deadline for applications for Fire and Rescue Commission is May 18, 2001. New commissioners will receive \$10,000 per year in compensation. However, current commissioners will not receive the increase.

The Fire Administrator reported that the annual Pikes Peak 10K Run had a successful turn out with over 70 runners from MCFRS. He expressed his appreciation to Commissioner Carr for organizing this event and to District Chief Ey for organizing the water station.

He advised that the title of the "Inside DFRS" monthly video has been changed to "MCFRS Today".

103- Approval of Minutes of April 12, 2001 Meeting

A MOTION was made by Commissioner Sterling to approve the minutes of the April 12, 2001, meeting of the Fire and Rescue Commission. MOTION SECONDED by Commissioner Powell and PASSED unanimously.

200- CONSENT CALENDAR

201- 2000 LOSAP Approval

A MOTION was made by Commissioner Bren to approve the Consent Calendar. MOTION SECONDED by Commissioner Marco and PASSED unanimously.

300- FIRE AND RESCUE COMMISSION COMMITTEE REPORTS

301- Operations

Commissioner Ogens reported that the Operations Committee met on April 25, 2001. The Committee discussed the designation of portable radios and switching units of full assignment incidents to an operations channel on initial dispatch, and recommended to the FRC the approval of these two communications issues (item 402). Other items discussed at that meeting were: update on Phase I of EMS service delivery study, and plans to set the meeting schedule for the remainder of CY01 at the May meeting.

302- Human Resources, Safety and Training

Commissioner Powell reported that the Committee met on May 7, 2001. The Committee focused its discussion mainly on the revised Code of Ethics and Personal Conduct regulation. Due to the lateness of the hour, the Committee had scheduled a special meeting on May 21, 2001 to continue discussion on that issue.

303- Finance, Technology and Planning

Commissioner Bren reported that the FTP Committee met on April 19, 2001. Items reported during that meeting were: reports from the Finance, Technology and Planning subcommittees; the meeting schedule for remainder of CY01; and the acquisition of fire and rescue vehicles policy.

400- BUSINESS ITEMS

401- Station Location and Resource Allocation Work Group Phase 2A Report – Fire Station 30

District Chief Ey gave a report on the Station Location and Resource Allocation Work Group Phase 2A of Fire Station 30.

The Work Group suggested the following recommendations:

- Station 30 should be sited at, or in the immediate vicinity of, the existing station site.
- The following units should be deployed at Station 30: medic unit, engine, rescue squad, tanker, brush unit, boat/boat support unit. A rescue engine may be appropriate in place of both an engine and a rescue squad, pending the outcome of the current rescue squad study.
- Facilities should be adequate to accommodate the volunteer and career personnel required to staff the above referenced units.

A MOTION was made by Commissioner Bren to accept the FTP recommendation to adopt the report. MOTION SECONDED by Commissioner Freeman and PASSED unanimously.

Discussion followed regarding community outreach and subsequent reports to the County Executive and County Council.

402- Amended Communications Procedures

A MOTION was made by Commissioner Carr to accept the recommendation of the Operations Committee to:

- 1. amend the affected sections of the Communications Manual and dispatch procedures regarding the immediate switching of full assignment incidents to an alternate operations channel on dispatch; and**
- 2. begin a 90-day trial period for the amended portable radio identification, with amendment of the affected section of the Communications Manual to occur after the conclusion of the trial period.**

MOTION SECONDED by Commissioner Freeman and PASSED unanimously.

403- LFRD 3rd Quarter Analysis

After reviewing the 3rd quarter supplemental requests submitted by the LFRDs, the Fire Administrator recommends the following:

Corporation	Reason	Amount Requested	Staff Recommendation	Comments
Cabin John	Fuel and utilities	5,230.00	5,230.00	
Gaithersburg-WG VFD	Vehicle Repair	17,000.00	-	This request did not indicate any additional emergency repairs
	Medical Supplies	7,000.00	2,400.00	Staff recommends that GWGVFD reallocate funding from other program areas to help off set the cost of supplies
	Buildings & Grounds	20,000.00	-	Items identified in the facility assessment study.
	Total	44,000.00	2,400.00	
Germantown VFD	Vehicle Maintenance	10,807.00	10,807.00	
Sandy Spring VFD	Vehicle Maintenance	35,750.00	35,750.00	
Takoma Park VFD	Fuel	5,000.00	5,000.00	

Total		100,787.00	59,187.00	

Commissioner Bren suggested that the Fire Administrator's recommendations are appropriate.

No action was required by the Commission.

500- FIRE AND RESCUE SERVICES REPORTS

501- DVFRS Chief

Chief Dwyer reported that a position application form is in the process to be posted on the fire and rescue website for individuals who are interested to serve as a volunteer firefighter/rescuer.

Chief Dwyer also reported that the RFP for LOSAP has received some bidders.

502- DFRS Chief

Chief Strock was absent from the meeting. Assistant Chief Wheeler reported that two graduation ceremonies have been scheduled for June 29, 2001 for Recruit Class 19, EMT-Basic, EMT-Paramedic and Essentials of Firefighting.

Assistant Chief Wheeler advised that the testing process for District Chief's promotional exam ends on May 8, 2001 and the Total Team Challenge Day is scheduled for May 20, 2001.

503- Report of the Fire Board

There was no report.

504- Report of the Montgomery County Volunteer Fire and Rescue Association

Dr. Wilson reported that the MCVFRA will bring its recommendation for the remaining \$68,000 Senator William Amoss funds at the June FRC meeting.

He advised that Chief George Hillard of the Upper Montgomery County VFD was honored Firefighter of the Year.

505- Report of the Montgomery County Career Fire/Rescue Officers Association

There was no report.

506- Report of the Montgomery County Career Fire Fighters Association

There was no report.

FRC Meeting
May 10, 2001

**A MOTION was made by Commissioner Sterling to adjourn the meeting. MOTION
SECONDED by Commissioner Marco and PASSED unanimously.**

The meeting was adjourned at 8:07 p.m.

Respectfully Submitted,

Gordon A. Aoyagi
Chairman